

WEEKLY STATUS/PROGRESS REPORT

(To be submitted on every Monday)

ACTIVITIES COMPLETED LAST WEEK (March 29 to April 2nd, 2021)

S.No.	Description	Next Action
1	Procurement/Contract Management and Social Development Specialists joined on 1 st April, 2021.	As per their ToRs
2	Communication Strategy Draft submitted to Project Director.	--
3	Meeting with Deputy Accountant General Sindh (DAG) regarding FABS connectivity.	--
4	Follow up with NTC Islamabad for Intranet Services.	--

ACTIVITIES IN PROCESS

S.No.	Description	Next Action	Due Date
1	Hiring of consultant Firm for web-site development.	CSC committee to carry out procurement process.	Reminder issued to Chairman CSC.
2	Joining of Safety, Health, and Environment & Quality Specialists.	--	From 01-05-2021
3	Accommodation for Project Management Team (PTM).	--	--
4	Salary Process of Gender Specialist.	FO-I Form	--
	Salary-Arrears process of Communication and Financial Management Specialist.	Case to be put-up	--
5	Procurement of detailed design, procurement support and construction supervision: Draft Technical Evaluation Report (TER) has been shared with the World Bank on 12-03-2021.	Response is expected to be received on 06-04-2021.	--

ACTIVITIES TO BE STARTED NEXT WEEK (April 05 to 09, 2021)

S.No.	Description	Next Action	Due Date

ISSUES FOR IMMEDIATE ATTENTION

S.No.	Description	Intensity (High/Medium/Low)	Suggestive Measures	Action to be taken by
1	Curtains for Conference Room and seating arrangements for the Project Specialists (06).	High	--	--

WEEKLY STATUS/PROGRESS REPORT

(To be submitted on every Monday)

ACTIVITIES COMPLETED LAST WEEK (March 22 to 26, 2021)

S.No.	Description	Next Action
1	Modified Letter with partial change issued to National Telecommunication Corporation (NTC) for Dedicated Intranet Link for SAP Connectivity.	--
2	Reminder letter issued to Chairman CSC for procurement of consulting firm for website development.	--
3	Cheque Book and sealed authority issued.	--

ACTIVITIES IN PROCESS

S.No.	Description	Next Action	Due Date
1	Hiring of consultant Firm for web-site development.	CSC committee to carry out procurement process.	Reminder issued to Chairman CSC.
2	Joining of Social Development, Procurement/Contract Management and Safety, Health, Environment & Quality Specialists.	-	SDS & PCMS from 01-04-2021 And SHE&Q from 01-05-2021
3	Accommodation for Project Management Team (PTM).		--
4	Salary Process of Gender Specialist.	FO-I Form	--
5	Procurement of detailed design, procurement support and construction supervision: Draft Technical Evaluation Report (TER) has been shared with the World Bank on 12-03-2021.	Awaiting response from the Bank.	--

ACTIVITIES TO BE STARTED NEXT WEEK (March 29 to April 2nd, 2021)

S.No.	Description	Next Action	Due Date

ISSUES FOR IMMEDIATE ATTENTION

S.No.	Description	Intensity (High/Medium/Low)	Suggestive Measures	Action to be taken by
1	Curtains for Conference Room	High	--	--

WEEKLY STATUS/PROGRESS REPORT

(To be submitted on every Monday)

ACTIVITIES COMPLETED LAST WEEK (March 15 to 19, 2021)

S.No.	Description	Next Action
1	Kitchen has been dismantled to accommodate Project Management Team (PTM).	--
2	Interim Financial Report (IFR) has been submitted to the World Bank for quarter ended 31-12-2020.	--
3	Letter issued to National Telecommunication Corporation (NTC) for Dedicated Intranet Link for SAP Connectivity.	--
4	Letter issued to the Coordinator Shared Services Unit, P&D Department for information about the Positions of the Project.	--

ACTIVITIES IN PROCESS

S.No.	Description	Next Action	Due Date
1	Hiring of consultant Firm for web-site development.	CSC committee to carry out procurement process.	Reminder issued to Chairman CSC.
2	Cheque Book Issuance and Letter from AG Sindh to National Bank pending at AG Sindh (sealed authority).	Funds can be utilized once AG Sindh sends a Sealed Authority to NBP and Treasury.	--
3	Joining of Social Development Procurement/Contract Management and Safety, Health, Environment & Quality Specialists	-	SDS & PCMS from 01-04-2021 And SHE&Q from 01-05-2021
4	Accommodation for Project Management Team (PTM)		--
5	Salary Process of Gender Specialist.	Issuance of Medical Letter.	--
6	Procurement of detailed design, procurement support and construction supervision: Draft	Awaiting response from the Bank.	--

	Technical Evaluation Report (TER) has been shared with the World Bank on 12-03-2021.		
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ACTIVITIES TO BE STARTED NEXT WEEK (March 22 to 26, 2021)

S.No.	Description	Next Action	Due Date

ISSUES FOR IMMEDIATE ATTENTION

S.No.	Description	Intensity (High/Medium/Low)	Suggestive Measures	Action to be taken by
1	One Air Condition for office.	High	--	--

WEEKLY STATUS/PROGRESS REPORT

(To be submitted on every Monday)

ACTIVITIES COMPLETED LAST WEEK (March 15 to 19, 2021)

S.No.	Description	Next Action
1	Kitchen has been dismantled to accommodate Project Management Team (PTM).	-
2	Interim Financial Report (IFR) has been submitted to the World Bank for quarter ended 31-12-2020.	-
3	Letter issued to National Telecommunication Corporation (NTC) for Dedicated Intranet Link for SAP Connectivity.	-
4	Letter issued to the Coordinator Shared Services Unit, P&D Department for information about the Positions of the Project.	-

ACTIVITIES IN PROCESS

S.No.	Description	Next Action	Due Date
1	Hiring of consultant Firm for web-site development.	CGC committee to carry out procurement process.	Reminder issued to Chairman CSC.
2	Cheque Book Issuance and Letter from AG Sindh to National Bank pending at AG Sindh (sealed authority).	Funds can be utilized once AG Sindh sends a Sealed Authority to NBP and Treasury.	-
3	Joining of Social Development and Procurement/Contract Management Specialists	-	01-04-2021 (PCMS and SDS) (SHE & Q 1/5/2021)
4	Accommodation for Project Management Team (PTM)	Under progress.	
5	Salary Process of Gender Specialist.	Issuance of Medical Letter.	N/A.

ACTIVITIES TO BE STARTED NEXT WEEK (March 22 to 26, 2021)

S.No.	Description	Next Action	Due Date

Procurement of Design, Procurement Support and Construction Supervision Consultant: Draft ~~extra~~ Technical Evaluation Report (TER) has been shared with Bank on 12.03.2021. Awaiting Response from Bank.

ISSUES FOR IMMEDIATE ATTENTION

S.No.	Description	Intensity (High/Medium/Low)	Suggestive Measures	Action to be taken by
1	One Air Condition for office.	high	-	-

WEEKLY STATUS/PROGRESS REPORT

(To be submitted on every Monday)

ACTIVITIES COMPLETED THIS WEEK (March 8 to 12, 2021)

S.No.	Description	Next Action

ACTIVITIES IN PROCESS

S.No.	Description	Next Action	Due Date

ACTIVITIES TO BE STARTED NEXT WEEK (March 15 to 29, 2021)

S.No.	Description	Next Action	Due Date

ISSUES FOR IMMEDIATE ATTENTION

S.No.	Description	Intensity (High/Medium/Low)	Suggestive Measures	Action to be taken by

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